

Montgomery County Board

Minutes

For Tuesday, April 10th, 2012 – 8:30 AM

The following are minutes of a regular meeting of the Montgomery County Board held at 8:30 AM on Tuesday, April 10th, 2012 in the Farm Bureau Building, Hillsboro, Illinois.

The meeting was called to order by County Board Chairman Mike Plunkett at 8:30 AM.

Roll call was taken. 21 members present, 0 members absent.

Members Present: Mary Bathurst, Connie Beck, Nikki Bishop, George Blankenship, Terry Bone, Bonnie Branum, Ronald Deabenderfer, Robert Durbin, Joe Gasparich, Chuck Graden, Roy Hertel, Ed Helgen, Jarod Hitchings, Frank Komor, Sharon Kuchar, Scott Merano, Gene Miles, Jim Moore, Mike Plunkett, Richard Wendel, Dennis Williams.

Members Absent: none

Pledge of Allegiance to the flag was given. At Chairman Plunkett's request, Montgomery County Health Department Administrator Hugh Satterlee led the Pledge of Allegiance.

Mileage and Per Diem Approval:

Motion by Miles, second by Wendel to approve the mileage and per diem. All in favor, motion carried.

Approval of Minutes of Previous County Board Meeting:

Motion by Hertel, second by Hitchings to approve the Minutes of the Previously County Board Meeting held on Tuesday, March 13th, 2012. All in favor, motion carried.

CONSENT AGENDA:

1. **Chief Assessment Officer's Report** – was submitted.
2. **Circuit Clerk's Report** – Holly Lemons was present for questions.
3. **County Clerk and Recorder's Report** – Sandy Leitheiser was present for questions and stated the tax assessment data had transferred to her office, and they will calculate tax rates as soon as they receive the final State multiplier.
4. **County Treasurer's Report** – Ron Jenkins was present for questions.
5. **G.I.S. Coordinator's Report** – Mary Purcell was present for questions.
6. **Health Department Report** – Hugh Satterlee was present for questions.
7. **Probation Officer's Report** – January and February reports were submitted.
8. **Public Defender's Report** – was submitted.
9. **Sheriff's Report** – was submitted.
10. **T.B. Department Report** – was submitted.
11. **V.A.C. Report** – Dave Strowmatt was present for questions and thanked everyone for helping with "Welcome Home Vietnam Veterans Day" events on March 30th and 31st. Chairman Plunkett thanked him for his work in organizing the event.

APPROVAL OF 11 ITEMS ON THE CONSENT AGENDA: Motion by Kuchar, second by Bishop to approve the 11 items on the Consent Agenda. All in favor, motion carried.

COMMITTEE REPORTS:

COORDINATING COMMITTEE REPORT: Given by Chairman Mike Plunkett as follows:

ROE Superintendent Kassebaum presented a report to the Full Board from the Illinois State Board of Education concerning Streamlining Illinois' Regional Offices of Education Commission Recommendations. The Commission recommends restructuring the size of ROE's by consolidating ROE offices with a population under 61,000. The total number of offices will be reduced from 44 to 35. Kassebaum stated this will not affect us as we are at 64,000 with Montgomery and Christian Counties together. Additional consideration is for ROE funding to come from the State's General Revenue Fund. Gasparich recommended getting information to the media to explain what the

Regional Office of Education does and Kassebaum replied she has spoken to local radio station WSMI and welcomes any and all opportunities to let the public know ROE's situation.

BUILDING AND GROUNDS COMMITTEE REPORT: Given by Chairman Terry Bone as follows:

1. Historic Courthouse Renovations -Approval:

- **Fire Escape:** Will be painted black. Hurst Rosche representative Brent Lance stated to the committee can't put a cage at the bottom of the fire escape for code and safety purposes.
- **Elevator:** Bone reported elevator materials arrived last week and is under construction. Electrical work is going okay.
- **Final date** for Historical Courthouse renovation to be complete is April 19th, 2012.
- **Fire Alarm System** can't be tested until the elevator is done.

Hurst Rosche representative Brandon Little addressed the Board and suggested the ramp in front of the Historic Courthouse should stay for about one month after construction completion in case it's needed. No change order or credit will be required by the contractor to leave it with the County. Little stated concerning the elevator we won't need the extra seven days from the change directive, and the electrical work is fine. Little reported a substantial walk-through on the second floor will occur sometime this week to release some areas for the County to move some items in. Little agreed the Board should approve Pay Request #7 in the amount of \$229,842.00 contingent upon review and approval by Hurst-Rosche Engineers. **Motion by Bone, second by Wendel to Approve the Payment of Pay Application #7 in the Amount of \$229,842.00 to Korte & Luitjohan Contractors Contingent on Acceptance of Waivers from Hurst-Rosche Engineers. Roll Call vote: All 21 in favor, 0 not in favor, motion carried.**

- **Purchase Tables for County Board Room -Disapproval:** Plunkett reminded members of the \$25,000 limit approved last month for paint, carpet, ceiling tiles, shades, chairs and tables or desks in the Board Room. **Motion by Graden, second by Merano to Purchase Tables for the County Board Room. Roll Call Vote: Ayes - 8, Nays - 12, with Chairman Plunkett abstaining from voting. *Those Voting Aye: Bathurst, Bishop, Bone, Gasparich, Graden, Komor, Merano, Moore. Those Voting Nay: Beck, Blankenship, Branum, Deabenderfer, Durbin, Helgen, Hertel, Hitchings, Kuchar, Miles, Wendel, Williams. Motion failed.***
- **Purchase Desks for County Board Room -Approval.** Graden asked what the status of the old County Board desks and Bone replied they are too small and are on the surplus list to sell. Merano feels new desks are a waste of money for twelve board meetings a year. Deabenderfer stated if we purchase new desks, they will be around for some time and it would give the Board room a touch of class. Hitchings agreed desks would give a professional look. **Motion by Branum, second by Hitchings to Purchase New Wooden Desks for the County Board Room at an amount not to exceed \$7,000. Voice Vote: In favor - 17, Against - 2, (Merano, Bathurst). Present -1 (Gasparich). Motion carried.**

2. Maintenance Issues and Report:

- **Installed Compressors #1 and #2 at the Courts Complex for \$18,849.39 -Update:** Committee Chairman Bone reported that there has been an ongoing problem with the HVAC at the Courthouse Complex. Last month Compressor #1 failed and #2 was making noises, and the next day, Compressor #2 failed. Johnson Controls was called and they installed 2 compressors over a weekend and didn't charge overtime because we didn't have air conditioning until Monday. Bone reported Tom Baker from Hurst-Rosche Engineers will check with County Maintenance worker Lloyd Meyer and get a history of the mechanical problems and look at the system free of charge to try to find a solution for the mechanical problems. There is an underlying problem that needs to be addressed. Hertel asked if the compressors installed were used and not new ones and Bone replied they are rebuilt with a one year warranty.

- **ADA Counter at Circuit Clerk's Office -Update:** Tim Lipe Construction submitted two different proposals, and Circuit Clerk Lemons will review them to see which one will work best for her office.
 - **Window Cleaning for 2nd Floor Historic Courthouse -Update:** Bone reported the committee reviewed and approved a proposal from *A Fresh Start Services* for \$1,500 to clean the windows on the second floor of the Historic Courthouse, which would include the inside and outside of the windows and cleaning of the screens.
 - **3rd floor Historic Courthouse -Update:** Bone reported Lloyd Meyer and Roy Wilson have been painting the offices on the third floor of the Historic Courthouse. Meyer reported that he inquired about installing shelves under the Counter in the new GIS office area, and GIS Coordinator Purcell asked if the new cabinet and counter built for the SOA office at the Farm Bureau could be used instead. Purcell was told that the cabinet will be moved to the basement of the Historic Courthouse in the Water Company area. Meyer explained that the counter on the third floor was built years ago by cutting into the wall and that the new cabinet probably wouldn't fit in the wall without making some adjustments. Bone stated we have one price and will get more prices for someone to build the shelving under the existing counter in the new GIS office and he wants Purcell to be there to explain what she needs. Bone assured Purcell that she would have what she needs.
3. **Ordinance #12-03 to Authorize the Sale of Surplus Personal Property of Montgomery County, Illinois by Public Auction -Approval:** Bone reported that at the Special B&G meeting on Monday, April 9th, the committee discussed having a Silent Auction for the surplus property. The 45 to 50 surplus items will stay where they are and will be advertised for the public to view for a short timeframe. Any surplus that does not get a bid will be disposed of. Bone stated we have to come up with a place for viewing, and Hertel stated other offices need to look at the items first. Graden suggested having the silent auction outside in the parking lot but weather was a concern. Coordinator Daniels talked to area auctioneers who quoted up to 25% commission for holding an auction and a \$25 trip charge with \$12 per hour per person to move items. She reported the price would exceed sales as the items aren't worth much so the better choice would be to have a silent auction here. **Motion by Bone, second by Graden to Approve Ordinance #12-03 to Authorize the Sale of Surplus Property. All in favor, motion carried. (For a copy, see Resolution Book 12, page 80).**
 4. **Energy Grant for HVAC -Update:** Coordinator Daniels reported that the entire amount of \$140,640.25 has been received for the Energy Grant.
 5. **DCEO Grant for Elevator -Update:** Coordinator Daniels reported that we have received \$30,000 so far from DCEO on the Elevator Grant. Another Request for Payment was submitted to DCEO this week for \$35,355. (The check was received Monday, 4/9/12.) The final Balance to invoice for the grant for next quarter will be \$34,645.00.
 6. **Open Bids for Paint and Carpet in County Board Room -Approval:** Bone reported bids were opened at the Special B&G meeting on Monday, April 9th for paint and carpet in the County Board Room. All bid specs required paying prevailing wages and showing proof of insurance. Two bids were received for carpeting the board room, with a specific brand, grade and color were chosen. The bid was for materials and labor to remove the old carpet and install the new carpet.
 - Held Sales of Raymond - \$6,042.60
 - Quality Flooring of Litchfield - \$6,245.00

Motion by Bone, second by Beck to Approve the Bid from Held Sales for \$6,042.60 to Carpet the County Board Room. All in favor, motion carried.

Four bids were received for painting the board room. The bid specs were for one coat of prime and 2 coats of color. Each bidder was asked to provide a completion time because there will be a very limited time to get all the work done before the May board meeting.

- Kirby Painting of Hillsboro - \$4,500 – 7 days to complete
- Richmond Painting of Hillsboro - \$5,800 – 20 working days to complete

- Versatile Painting of Ramsey - \$7,380 – 7 working days to complete
- Wright's Painting Company of Nokomis – \$8,975 (didn't specify a time to complete)

Motion by Bone, second by Miles to Approve the Bid from Kirby Painting for \$4,500 to Paint the County Board Room. All in favor, motion carried.

ECONOMIC DEVELOPMENT COMMITTEE REPORT: Given by Chairman Ron Deabenderfer as follows:

1. **MCEDC -Update:** Deabenderfer reported Chief Executive Officer Erika Kennett presented the MCEDC Plan of Work for 2012 for committee members' review. There has been some transition with Amanda Cole becoming the U of I Extension Unit Leader. Deabenderfer stated that MCEDC has split from the Extension Service as we need to be more on our own and they will be sharing an office at the Historic Courthouse. Erika Kennett, who will concentrate on Site Development, works about 80 hours a month. Nancy Slepicka was hired for grant writing and Megan Beeler will complete about 20 visits per year for the EDGE Program. Kennett explained to the committee that there are over 75 businesses visited in the EDGE Program on a 3 year timeframe. Tonya Flannery is the MCEDC Intern for 10 hours per week for the next month. The MCEDC will be working on Site Development, Workforce Development, Business Retention and Expansion, Image & Marketing and Community Development. Terri Miller will be maintaining the MCEDC Web Site to keep it current. Tonya Flannery gave the committee an update on plans to try and develop a workforce based on skills needed.
2. **Meeting with Representative Rosenthal -Update:** Deabenderfer reported there will be a meeting with Representative Rosenthal on Thursday, April 12th, 2012 at 2:00 p.m. at the Morrisonville American Legion Hall. Rosenthal wants to get an idea of what is happening with economic development in Christian and Montgomery County. Deabenderfer stated it's possible that our two counties could work together on Economic Development needs just as the Regional Office of Education does for their services.
3. **Route 66 Trail -Update:** Deabenderfer reported Tonya Flannery shared information with the committee regarding the vision for Route 66 Trails, which would be a bike trail from Chicago to St. Louis. Trails are now a high priority with IDOT State funding and they will fund 80% with a county 20% match. Estimated cost will be about 1.4 Million for the 8 mile section through the City of Litchfield, which would be a \$280,000 match. The City of Litchfield is looking for a partnership to try and get this project done to take advantage of the large grant offered by the State. Macoupin County is going forward on Route 66 Bike Trail between Staunton and Mt. Olive. The bike trail would be a good opportunity for tourism. Erika Kennett and Tonya Flannery asked if the County is interested in the partnership in order to write up the grant. The deadline to apply for the grant is in June 2012 and could be submitted without a commitment of funds. Erika Kennett and Tonya Flannery will start relationships regarding this project with Madison and Macoupin Counties. The committee feels that we couldn't be a sponsor at this time with the grant being due so soon on June 1st, 2012, and believes at this time, the economic impact would not be outweighed by the cost.
4. **Grain Belt Express Clean Line -Update:** Deabenderfer reported a meeting will be held on Tuesday, April 24th regarding the Grain Belt Express Clean Line, a company that wants to build a 750 mile power transmission line across the Midwest for wind energy.

EMA/AMBULANCE COMMITTEE REPORT: Given by Chairman Jim Moore as follows:

Ambulance Call Reports:

A summary of monthly operations for **March, 2012** are as follows:

Total calls: 338 Total amount billed: \$202,597.90 Amount collected: \$111,373.39

AMBULANCE REPORT:

1. **Collections -Update:** Moore reported total Collections for **March** are **\$111,373.39**. (Old System \$154.43, New System \$111,218.96)
2. **Small Claims -Update:** Moore reported small claims is set for May 25th.
3. **Coding Conference -Update:** Moore reported Wednesday, May 23rd & Thursday, 24th as coding conference dates. The two EMA staff persons will attend the two-day conference in the St. Louis area.

EMA:

1. **Command and General Staff Class -Update:** Moore reported we are unable to come to an agreement for the use of room at LLCC in Litchfield. Gasparich has contacted the Nokomis School District and they are willing to let IL Fire Service Institute (IFSI) use the school for command classes in August.
2. **2-Hour NIMS Class for Elected Officials -Update:** Moore reported the NIMS Class is for County Board, City Officials and Council members. Holmes stated to the committee this is something we may want to consider as the class is free. Gasparich will teach a class in Hillsboro that Holmes will schedule for some time in the morning on the third or fourth Friday in June. Gasparich will teach the NIMS 300 Class at the Nokomis Firehouse on May 4th, 5th, and 6th.
3. **Regional Meeting and Training -Update:** Moore reported that on Wednesday, April 11th, 2012 will be a training session for the new grant system reporting to get grant money from IEMA. All reports will be sent online including scanned vouchers and receipts, which will also be sent online. Director Holmes and Cathy Ulrici will attend, and Bill Purcell will provide them laptop computers to use for the day.
4. **Narrow Banding of Radios -Update:** Moore reported June 1st, 2012 is the date the county will switch over to narrow banding. Russ Campbell contacted Holmes on March 29th and will be here April 9th to do the switch over for EMA radios and for other department radios.
5. **HazMat Team -Update:** Moore reported HazMat has turned in their pager, since all members have a cell phone for contact. Gary Forsee brought a Radiation Detector from the IEMA Nuclear Department to be used for checking radioactivity. This Detector is a \$20,000 piece of equipment, and IEMA is willing to give this Detector to the HazMat team along with training by IEMA and the IL State Police on its use, which is scheduled for September or October, 2012.

FINANCE COMMITTEE REPORT: Given by Chairman George Blankenship as follows:

1. **Hillsboro Area Hospital Resolution #12-04 for Tax-Exempt Status -Approval:** Blankenship reported Chairman Plunkett met with Rex Brown, President and CEO of Hillsboro Area Hospital, and Member Hertel regarding the Hospital's loss of property tax-exempt status. A letter was sent from IL Dept. of Revenue to the Montgomery County Supervisor of Assessment office denying Tax-Exempt Status for Hillsboro Area Hospital. Brown and hospital staff addressed the Board and reported contributions of \$7.9 million in community benefits from Litchfield and Hillsboro Hospitals in 2011. Brown stated they have costs and issues that don't allow taxing to come into play and reported the local newspaper has covered their story. Hospital Vice President of Financial Services Terri Carroll stated their attorney has sent a letter to the Dept. of Revenue regarding their tax-exempt status. Deabenderfer asked how the hospital will pay a \$750,000 tax bill and shared concerns should the County not have Hillsboro Hospital to serve the community. Brown stated the denial from Dept. of Revenue is not valid legally and that the issue regarding the definition of "charitable organization" has been going on since 2002. This Resolution is to make Elected Officials aware of the situation and to let them know about the impact on longstanding institutions. Brown reported the Tremont Ridge Assisted Living Facility is part of the Hospital and pays \$70,000 a year in real estate taxes because no charity is involved and they are also taxed on number of beds at the

hospital. Moore asked about a court case where the court upheld Dept. of Revenue's denial of tax exempt status for another hospital. Hertel reported that a big part of Hillsboro Hospital's revenue comes from Medicare and Medicaid so it doesn't make sense to tax a hospital when they get paid from other types of tax sources. St. Francis Hospital and Hillsboro Area Hospital provided Resolution #12-04 for the County Board to Support. **Motion by Blankenship, second by Williams to Approve Resolution #12-04 for Hospitals' Tax-Exempt Status. All in favor, motion carried. (For copy of Resolution, See Resolution Book 12, page 81).**

2. **County Audit Report for FY2011 -Update:** Whitey Patton of Patton & Company PC presented the FY2011 Audit to the Board and reviewed selected material. Total Revenue was \$7,140,281. Expenses were \$7,246,273 with a transfer to General Fund of \$40,000. Net change was (\$65,992) for FY2011. Fines and Fees were \$1,891,396. The Sheriff's Expenses were over 31% of the General Fund expenditures. The General Fund Balance as of November 30th, 2011 was \$4,746,079. Whitey Patton stated that the Coal Revenue from the Sale of Coal Rights totaled \$7,060,000. Expenses paid from the Sale of Coal Rights money equal \$2,488,961. The balance of Coal Rights Revenue is \$4,571,039 which is about what the General Fund balance is. Patton reported we are in good shape financially due to the Coal Rights Revenue. He stated there would have been a deficit without \$1.2 Million in Coal Revenue this year, and the County would have had some tough decisions to make on cuts. Patton stated with the coal money, if expenditures stay the same, we have three years left to maintain this fund balance. Gasparich asked Patton what would be an adequate fund balance, and he responded it should be \$3.5 to \$4 Million. Patton stated the County has been very fortunate that is has been able to maintain services without collecting debt, but it is time to set up ground rules. Patton stated Coal royalties will increase with longwall mining in full production this year and 2013 is only a short period away. Patton advised the County Board to come up with a plan to spend coal royalties and presented the following suggested list: 1) Road and Bridge projects – County has 194 miles of road, 2) Maintenance to County Buildings, 3) expansion of the Recycling Program, 4) improvements to Emergency Services such as educating individuals and schools for disaster, 5) Demolition programs with grants or interest free loans to help Cities and Villages, 6) Retirement System funding, 7) Education programs, 8) Recreation programs and 9) Senior Citizen projects and services. Patton stated we have a tremendous opportunity now to plan for Coal Revenues to make Montgomery County solid for the future of its people. Patton suggested putting the Royalties in a separate bank account with expenditures authorized by the Finance Committee which the Treasurer has done. Treasurer Jenkins reported the \$300,000 amount paid last year to IMRF didn't make a dent in what is owed, but made it more current and stated that funding amounts will continue to increase. He reported that IMRF is now \$5 Million underfunded which is not uncommon. We are never going to stay even, but by State law we have to have it. Hertel stated if we use coal money for IMRF, then we won't have to raise property taxes to pay for it. Whitey Patton also stressed that cross training of employees should be ongoing, and it is good to have employees trained in each office function. Hertel talked about cross training among offices at committee. Patton also stressed the correct procedures for handling cash since banks are not looking at dual signatures, but to gather both is still the best auditing practice. He stated that a few offices process entire transactions which can be a concern. Chairman Plunkett asked how we are doing regarding deposits and Patton replied some offices are not making daily deposits which are their recommendation. The Full Board will review the audit report for one month and vote to approve at the May Full Board meeting. **(For copy of Selected Financial Information for FY 2011 Audit, see Resolution Book 12, pages 82-89).**
3. **Agreement between The Board of Trustees of the University of Illinois and Montgomery County Board -Update:** Blankenship reported Assistant State's Attorney Betsy Wilson has reviewed and approved the agreement with the U of I to conduct a job survey. U of I representative Ron Duncan has been asked to supply a couple of examples of their product so

board members can see what type of work would be performed. Chairman Plunkett reminded members of their approval of the job study last month. He will review the samples when they are received before signing.

H.W.E. COMMITTEE REPORT: Given by Vice Chairman Richard Wendel as follows:

1. **Elections -Update:** Wendel reported Michelle Brakenhoff won the lottery for South Litchfield #1 Democratic Precinct Committee Representative, and the Republican Party will be first on November, 2012 ballot. The committee was asked to consider purchasing more M100 Tabulators and Automarks since the current equipment is showing their age after 6 years. When the original Equipment was purchased using the federal HAVA grant, the county was told the equipment should last 6-8 years. The new equipment will cost \$3,600 apiece, and no grants are available so the County must pay for them. The equipment that is replaced could be used for parts. Deabenderfer asked how many more Tabulators will be needed and Leitheiser replied up to 6 new ones. She stated we have 31 tabulators in use on Election Day now with 26 at polling places and 5 for early voting.
2. **Recycling Program and Events:**
 - **Hillsboro Office Trailer -Update:** Wendel reported two bids were received at the Special HWE meeting on March 23rd. The Committee accepted the bid from John Snoddy for \$1,152 for the trailer which he has already picked up.
 - **Litchfield Drop Shed Facility Bids -Approval:** Wendel reported three bids were received at the Special HWE meeting on March 23rd, 2012.
 - a. **Kinney Contractors, Inc. – Raymond - \$99,450**
 - b. **Southwestern Construction Services Inc. – Highland - \$128,480.10** =Material \$40,752.67, Labor \$60,537.00, Subcontractor \$27,190.43
 - c. **Pro-Built Buildings, LLC – Hillsboro - \$79,297** =Labor \$25,600, Concrete \$11,858, Wood \$10,758, Metal \$15,078, Fence \$8,408, Electric \$7,595

Durbin reported the Highway Department couldn't make a determination on the concrete floor. The Insurance Company Engineer reviewed also, and didn't want to replace the concrete. Durbin stated we can patch the concrete and re-do it later if we have to. There will be no new floor at this time, and only the outside perimeter of the building will be re-poured. **Motion by Wendel, second by Durbin to Approve the Bid from Pro-Built Buildings, LLC in the amount of \$79,297 to Re-build the Litchfield Recycling Center. Roll Call Vote: Ayes - 21, Nays – 0. *Those Voting Aye: Bathurst, Beck, Bishop, Blankenship, Bone, Branum, Deabenderfer, Durbin, Gasparich, Graden, Helgen, Hertel, Hitchings, Komor, Kuchar, Merano, Miles, Moore, Plunkett, Wendel, Williams. Motion carried.***

 - **New Forklift -Update:** Wendel reported a proposal was received for \$18,000 for a used forklift truck with a 90 day full warranty and 180 day major power train warranty. A new one is \$27,420. Durbin reported we need a forklift for the Electronics Drive, and Insurance will pay \$12,000. Plunkett stated the Committee needs to review the forklifts and make a recommendation next month.
 - **Electronics Drive -Update:** Will be held on Saturday, April 28th, 2012 from 8:00 a.m. to 3:00 p.m.
 - **Department of Labor -Update:** Assistant State's Attorney Betsy Wilson will get a legal document for final release. Plunkett stated we will take action next month.
3. **EPA Report -Update:** Wendel reported that Gonet shared information from ILEPA regarding the Landfill capacity reports and a report for the open dumps. Gonet checked with EPA on a tire incinerator or chipper to get rid of tires. And they said no. It costs \$200/ton for a certified contractor to pick up used tires and the State doesn't have money for tire collections.
4. **Animal Control Facility and Program:**
 - **Animal Control Intake Summary -Update:** Wendel reported the daily average is up a little to 16 animals. There were 46 animals taken in and 46 animals left the facility in March. Volunteer hours are up with the warmer weather.

- **Revenues & Expenses -Update:** Wendel reported the facility is taking in more owner release animals due to having more space available.
- **Micro Chip Clinic -Update:** Wendel reported the clinic is Saturday, April 21st from 11:00 a.m. to 1:00 p.m. at the Taylor Springs community building.
- **Incinerator Fee Increases -Update:** Wendel reported the committee approved raising the fees to use the County Incinerator as recommended by Richardson.
- **Other:** Wendel reported Richardson received a letter from Dr. Ritzmann from APL stating that she has been trained to do FIV tests for cats and Heartworm testing for dogs.

PERSONNEL COMMITTEE REPORT: Given by Chairman Sharon Kuchar as follows:

1. **Consociate Dansig Insurance Proposal -Approval:** Kuchar reported Steve Spinner shared information with the committee regarding the reports for the Employee Health Insurance Plan. The committee reviewed quotes for a fully insured program and found that we are saving money in premiums by being self-insured. Spinner reported that the plan is trending about the same as last year, explained the Reinsurance Proposal, and suggested going from a \$45,000 Specific Deductible to \$50,000. The County is still in a good position to stay with the self-funded program and the insurance underwriting would continue until the committee decides on the Reinsurance figure. Plunkett stated we would take on more risk to reduce insurance premiums. **Motion by Kuchar, second by Hertel to Increase the Specific Deductible from \$45,000 to \$50,000 for the Reinsurance. All in favor, motion carried.**
2. **Time Accrued on Paychecks -Update:** Kuchar reported Auditor Patton attended the Personnel Committee meeting and stated the employees' time off should be captured in some way to have a master capture of time. The committee discussed the reporting of time off on pay checks and reports for the committee to review. Treasurer Jenkins provided information for time keeping software from our current vendor, Harris World, which would allow employees to log into their computer to start and end their day. The committee discussed having Harris representatives come and explain their software to the committee at a future meeting.
3. **FMLA (Family Medical Leave Act) Record Keeping -Update:** The committee discussed getting a procedure to keep better FMLA records. FMLA time needs to start when an employee is off more than 3 days, and the committee discussed setting up a meeting with all Department Heads to explain the FMLA policy and procedures sometime in May when the County Board room is completed. The committee discussed having the Department Head complete the paperwork and forward a copy to Coordinator Daniels to maintain a file as well.
4. **Labor Local # 397 -Update:** Kuchar reported that Chairman Plunkett explained there are three new bargaining units that will be represented by Labor Local #397. The Supervisor of Assessment's office, State's Attorney office, EMA & Animal Control offices have filed petitions to be in the union. A notification was received and posted for 14 days in each office. Any office that had signed petitions greater than 50% did not have to have an election to be in a union. Blankenship and Plunkett met with Assistant State's Attorney Wilson to discuss and file paperwork that would ask to exclude two employees that the County considers to be in a management role. Wilson filed paperwork to appear on behalf of the County. Chairman Plunkett also explained that Personnel Committee Chairperson Kuchar will not lead or participate in the union negotiations since her son is that Union's representative; however she can attend the negotiation meetings because she is receiving no financial gains.
5. **Sheriff's Department Union Contract Negotiations with Local Laborers #773 -Update:** The Personnel Committee held their fourth meeting with this union on Monday, March 26th, 2012 to review the latest proposal. A new Committee meeting has just been scheduled for Monday, April 16th, 2012 at the PBC room at 3:30 pm for further negotiations.
6. **Prescription Drug Program -Update:** Hertel notified members of a red flag from Assistant State's Attorney Wilson on participating in the Prescription Drug Program recommended by the Illinois Association of County Board Members where she found on Schedule A of the

agreement it stated that if the County chooses to discontinue participation in the Prescription Drug Program, the County will have to continue paying toward the Prescription benefits. Blankenship stated that if we agree to it now and later want to opt out, we would have to continue to pay 25 cents per prescription that the company had paid on the person on the County's behalf.

ROAD AND BRIDGE COMMITTEE REPORT: Given by Chairman Bonnie Branum as follows:

1. **2012 Oil Letting Bids -Approval:** Branum reported bids were opened and read and committee accepts and recommends to the Full Board the low bids if figures are acceptable.
 - **2012 County MFT Oil for Section 12-00000-00-GM**
 - **2012 Various Road Districts MFT Oil for Section 12-XX000-00-GM**Motion by Branum, second by Helgen to Approve All Low Bid Figures for the County and the Road Districts that were Submitted in the Minutes of the March 28th, 2012 Oil Letting. All in favor, motion carried.
2. **Resolution #2012-05: Resolution to appropriate funds for 1096 B-CA Location, Crabtree Trail, South Litchfield Road District, 50% RD – 50% County Project -Approval:** Total \$59,000. County portion will be \$29,500. Motion by Branum, second by Kuchar to Approve Resolution #2012-05 to appropriate funds for 1096 B-CA Location, Crabtree Trail, South Litchfield Road District, 50% RD – 50% County Project. County portion is \$29,500. All in favor, motion carried. (For copy of this Resolution, see Resolution Book 12, pages 90-91).
3. **Central Laborers' Pension, Welfare and Annuity Funds Increase -Update:** Engineer Smith reported that the Highway Department Union Monthly Health Insurance rates increased from \$814.67 to \$936.00 per month per employee. The Union has given an Addendum to the contract. Engineer Smith sent the Addendum to Assistant State's Attorney Wilson to review. Plunkett stated this needs to be put on the Personnel Committee Agenda.
4. **Updated Subdivision Ordinance -Update:** Branum reported Engineer Smith gave a "Draft" copy of the revised Subdivision Ordinance to committee members for review. Engineer Smith, Assistant State's Attorney Wilson and other office holders including a Health Department representative have been working on revising the Ordinance for the past 18 months. Some of the changes include an increase in fees and more details. The Road & Bridge Committee will review this ordinance for one month.
5. **Red Ball Trail Project -Update:** Branum reported Engineer Smith stated the Red Ball Trail Project will start around June 1st, 2012. Engineer Smith will be scheduling a pre-construction meeting in the next few weeks.

APPROVAL OF 8 COMMITTEE REPORTS & MINUTES: Motion by Bathurst, second by Bishop to approve the 8 committee reports and minutes. All in favor, motion carried.

SCHEDULE CHANGES:

Personnel Committee meeting for Union Negotiations: Monday, April 16th, 2012 at 3:30 p.m. in the PBC room.

APPOINTMENTS: Motion by Miles, second by Graden to Reappoint Louis Stauder as Trustee to the Nokomis Area Fire Protection District for a term to end April 30th, 2015. Voice Vote: In favor – 20, Present - 1 (Gasparich). Motion carried.

PAY BILLS:

1. **Approval to Pay Any Invoices from Adams, PC or Books & Moore:** Motion by Bishop, second by Wendel to pay any invoices for Adams, PC or Books & Moore. Voice Vote: In favor – 19, Against – 0, Absent – 1, Abstain -1 (Moore). Motion carried.

- 2. Motion by Blankenship, second by Bone to pay all other approved bills. All in favor, motion carried.** For itemized listing of bills paid, refer to Accounts Payable Book for FY 2012.

Member Hertel talked informed members about Senate Bill 3796, where legislation is proposed that in cases where County employees are sued in relation to the performance of their job, would require the County to pay for a separate attorney for each employee in the suit, which the employee could choose without any financial limitations. He encouraged members to contact their legislators and encourage them to vote “no” on this bill, which would be detrimental to the county and other local governments.

Gasparich suggested assigning a long-range planning committee six months after new board members are elected in November, 2012 to make priorities on Coal Revenue uses as Auditor Patton’s report suggested. He doesn’t think it should be the Finance Committee; maybe a new committee should be formed with one Finance representative. Hertel doesn’t think we have to wait six months to get a committee started. Chairman Plunkett explained that even though the coal company has projected our income from royalties at \$4.5 Million annually, he has been waiting until we know actual figures with money coming in before setting up a committee and planning for its use; otherwise the committee wouldn’t know what amount to spend.

ADJOURN: Until the Full Board Meeting on *Tuesday, May 8th, 2012 at 8:30 a.m.* in the County Board Room, Hillsboro, Illinois.

Motion by Branum, second by Blankenship to adjourn the Full Board Meeting. All in favor, motion carried.

Meeting adjourned at 10:15 a.m.

Minutes respectfully submitted and recorded by Montgomery County Clerk and Recorder Sandy Leitheiser.